

*approved
@ 5/31/87
Bob Maly*

BOARD OF DIRECTORS MEETING
TUESDAY, JANUARY 28, 1987
MINUTES

PRESENT:

Lydia Hernandez-Velez
Mario Powell-Gonzalez
Ana Pujols-McKee
Isa Velez
Bernadette Torres

Norma Mitchell
Jose Nieto
David Vela
Nitza I. Quinones

STAFF:

Emanuel Ortiz, Executive Director
Rosita Archilla, Deputy Director

I. Lydia Hernandez called the meeting to order at 6:05 p.m.

A. Nominating Committee Report:

Nitza Quinones presented the report of the Nominating Committee (see report attached). She reported on the nominations procedures.

1. She introduced board nominees present to the board:

Norma Mitchell, Jose Nieto and David Vela.

2. Nitza presented a slate & recommended that the terms of officers expire September, 1987 and that new positions begin immediately.

The slate for officers nominated were:

- * Lydia Hernandez-Velez, Chairperson
- * Isa Velez, Vice Chair of Programs
- * Mario Powell, Vice Chair of Finances
- * Bernadette Torres, Secretary
- Maria Quinones, College Representative
- Bernadette Torres, At-Large Representative, *declined*

Following Nitza's report, the following motion was made:

Motion was made to accept Norma Mitchell, Jose Nieto, David Vela, Bernadette Torres and Maria Quinones (as college representative to Board) as new Board members, by Mario and seconded by Isa.

Motion passed unanimously.

Motion was made to accept the slate of officers as outlined above, by Norma Mitchell, seconded by Bernadette Torres. Passed unanimously.

Lydia announced that this was Nitza Quinones' last meeting and expressed deep appreciation to Nitza for everything she has done. She is Chair of the Hunting Park Community Development Corporation. Lydia stated that Nitza is very important to the development of our community.

II. Financial Report:

A. Expenditure report-- Manny explained the first quarterly financial report, beginning with personnel expenses, etc.

In response to Mario Powell's question on telephone expenses, Rosie went on to explain the system of paying bills. When the PHS money came in they were able to pay everything off. Also at certain times of the year more calls are made in summer months for preparing for college conferences etc. This is why the telephone expenses for the quarter seems high.

B. Income Report - Manny presented a comparison of what we received to what our outlays were for the quarter.

Jose Nieto volunteered to help prepare a new reporting format for the financial report to the board.

Lydia informed everyone that further information and further development will occur at a Board and staff retreat to include 4-5 "outsiders" and new aspirantes to express their views for the future of ASPIRA. Sun Company has offered their facilities and has provided a local consultant.

Motion to accept finance report by Nitza, seconded by David Vela. Passed unanimously.

For information, Manny shared a "Status Report on Education in Pennsylvania", released by the PA Dept. of Education. Graduation of hispanic college students has declined, although enrollment increased. A concern for college retention was expressed.

Manny stated that the National office is dealing with associates with contractual agreements for National Programs. Includes Health Careers funded by PEW, RWJ, PHS, as well as Public Policy. He will meet with Lydia before signing.

III. Program Report - by Rosita Archilla, Deputy Director

A. Abriendo Caminos (Creating Opportunities) funded by Private Industry Council (PIC):

- Provides intensive GED in English or Spanish;
- Provides classroom instruction in the basics;
- Reinforcement academy to limited english proficient students, provides 100 hrs. for functional English;
- Develops skills to make them more employable (placement

in the fall].

Rosie advised board of program hurdles:

1. Needed City of Philadelphia Firehouse (6th & Lehigh) lease with support letter from Councilman Street. [We still don't have lease];

- Councilman Street finally supported our receiving the property at 6th & Lehigh;
- Lease is for \$1.00 a year for 1 year (guaranteed for 5 years);
- PIC approved \$275,000., with \$20,000 going to renovations for the new building;

2. Hiring people has also been a problem because of the snow days.

- New staff is to start Monday;
- Have already hired several teachers and counselors.

3. Need to recruit, test and enroll 80 students.

4. Liability insurance for the building has been difficult to get.

- Construction plans are being handled by Mario Rivers, PRP.

5. We are fortunate with the positive businesses responses:

- * IBM - gave us computers for classrooms
- * Bell - gave tables, chairs, and lamps
- * ARCO - gave file cabinets and student lockers

Letters were sent to all our corporate friends. This is how we received this.

We have also gotten 1,000 new books on GED, Math, English, etc. donated by the Mayor's Commission on Literacy, through the Free Library of Philadelphia, Reader Development.

Pastor Cochran, St. Jacobus Church, offered us a building until the new building is ready, as long as we pay utilities (3rd & Columbia). They also have liability insurance which would cover us.

Program is to start on Monday, February 23rd. Staff will get a week of intensive training. Mayor's Commission on Literacy is paying for a one day GED training. Many hours will be spent on Curriculum Development.

All hired staff have teaching experience. Two of three counselors have Masters. All seem to be very competent.

Melba Rodriguez-Cherico (Board member) has offered to assist us to develop the ESOL component.

Promotions have been made within ASPIRA through the new program:

- Neida Perez, from RWJ Counselor to Project Coordinator;
- Marilyn Rivera-Roman, from Clerk-typist/Receptionist to Intake Specialist/Office Manager.

B. College Conference was very successful (many students and college representatives).

C. Hispanic Careers Conference:

Junior high school to entering high school students to learn about careers. Also very successful. Good response from professionals as role models.

The cost of the conferences has been picked up by the co-sponsoring institutions.

D. Three Kings Day Celebrations:

- 15 activities were done by the clubs and all were successful.

- Sears gave 12 cases of toys
- Bell also donated \$100. for toys
- Best Products donated some dolls.

Program report was accepted as an information item.

IV. Old/New Business:

A. Board is involved in community and corporate fundraising. Had meeting at a Corporate Breakfast. Good response.

An Alumni event for aspirantes at \$25.00 being planned to invite all aspirantes back and develop a relationship.

B. Jacobo Morales - Puerto Rican film maker, actor, writer, poet and comedian, is coming to Philadelphia on ASPIRA's behalf, at

\$1,000. He will attend a small activity before he performs for two hours, possibly at Lydia's house, where we will attempt to raise funds for ASPIRA. He will perform for free. Date is March 19th or 21st. Further information will follow.

C. Lydia shared an invitation to a Young Adult Literacy Conference at University of Pennsylvania, basically for the staff and anyone else interested.

V. APPROVAL OF MINUTES:

Lydia will draft the minutes for the November and December meeting which included the nominations and interviewing of Board candidates.

VI. ADJOURNMENT:

Motion for adjournment by Nitza and seconded by Norma.

Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Bernadette Torres
Secretary

BT:ld

Attachment

NOMINATING COMMITTEE REPORT
BY NITZA I. QUINONES, ESQ.

PRESENT:

Nereida Saez
Lydia Hernandez
Mario Powell
Ana Pujols-McKee
Isa Velez

Bernadette Torres
Melba Rodriguez-Cherico
Emanuel Ortiz (staff)
Nitze Quinones

Committee met in December, 1986 and on January 7, 1987. We invited six individuals for an interview. Interviewed four individuals who had prior contact with ASPIRA. Two other individuals were invited to the interviews but were unable to make it. We rated individuals separately using a pre-established questionnaire outline and format.

Following these interviews we decided to recommend to the Board for a one year membership the following individuals:

Norma Mitchell, self-employed businesswoman
Jose Nieto, CPA
David Vela, U.S. Park Ranger
Maria Quinones, Temple student
Bernadette Torres, former College representative (now with a Pharmaceutical Company)

Only one individual interviewed was not invited to join, because of his involvement with other community organizations. However, he will be asked to continue to participate in our career day activities.

Officers Also Proposed:

We were unable to meet as a committee on this, but as Chair of the Nominating Committee, I make the following recommendations for the Board's consideration and action subject to the individual's acceptance of the nomination. These terms will expire in September, 1987.

*Lydia Hernandez-Velez, Chairperson (who may want to retire after this year)

*Dr. Isa Velez, Vice Chair of Programs (opportunity for person to be groomed for Chair)

*Mario Powell-Gonzalez, Vice Chair of Finance

*Bernadette Torres, Secretary (replaces Melba who will
be unable to attend meetings due to maternity)

*Nereida Saez or Ana Pujols-McKee, Treasurer

*Maria Quinones, College Representative

*Nereida Saez or Bernadette Torres, Representative to
National

Respectfully submitted,

Nitza I. Quinones, Esq.
Chair, Nominations Committee

NIQ:ld